

## **Chapter 1**

### **Introduction**

#### **1–1. Purpose**

This joint regulation prescribes policies, procedures, and responsibilities for training foreign personnel. It applies to the entire security assistance training process—from congressional and State Department authorization, through the country's identification of its training needs, through the programming and financial management process, and through all aspects of security assistance training. It applies to—

- a.* Training formulated under the Security Assistance Training Program (SATP)
- b.* Individual training attachment of allied personnel on temporary duty (TDY).
- c.* Orientations and observer visits by foreign military personnel performed at no expense to the United States (U.S.) Government.

#### **1–2. References**

Required and related publications and prescribed and referenced forms are listed in appendix A.

#### **1–3. Explanation of abbreviations and terms**

Abbreviations and special terms used in this joint regulation are explained in the glossary.

#### **1–4. Security assistance training program**

The security assistance training program (SATP) consists of U.S. military training assistance to eligible countries. Security Assistance (SA) training includes all training of foreign personnel authorized under the Foreign Assistance Act (FAA) of 1961, as amended, and the Arms Export Control Act (AECA), as amended. The four components of the SATP are as follows—

- a.* International Military Education and Training (IMET) (under the FAA) includes education and training provided for which the military departments (MILDEPs) are reimbursed from foreign assistance appropriations.
- b.* Foreign Military Sales (FMS) (under the AECA) covers the sale of defense articles, services, and training to eligible foreign governments and international organizations. These sales are reimbursed to the MILDEPs as required by law.
- c.* The Professional Military Exchange (PME) program, which is under the FAA, authorizes the exchange of U.S. and foreign personnel on a one-for-one basis at MILDEP command and staff and war colleges.
- d.* Unit Exchange, which is under the AECA, authorizes the provision of informal training and related support on a reciprocal basis.

#### **1–5. Objectives of the SATP**

The objectives of the SATP are to—

- a.* Assist the foreign country in developing expertise and systems needed for effective management and operation of its defense establishment.
- b.* Foster the foreign country's development of its own professional and technical training capability.
- c.* Promote U.S. military rapport with the armed forces of foreign countries to operate in peacekeeping missions and in coalition environments.
- d.* Promote better understanding of the United States, its people, political system, institutions, and way of life.
- e.* Increase the international military student's (IMS) awareness of the U.S. commitment to the basic principles of internationally recognized human rights.
- f.* Develop skills needed for effective operation and maintenance of equipment acquired from the United States.

## **Chapter 2**

### **Responsibilities**

#### **Section I**

##### **General**

#### **2–1. Secretary of State**

The Secretary of State is responsible for the supervision and direction of SA, determination of eligibility of countries to receive SA, and the dollar value of country programs.

## **2-2. Secretary of Defense (SECDEF)**

The SECDEF is responsible for supervising the training of international military students (IMSS) under the SATP, to include training teams deployed outside continental United States (OCONUS).

## **2-3. Undersecretary of Defense for Policy (USD/P)**

The USD/P acts for the SECDEF in SA policy matters.

## **2-4. Director, Defense Security Corporation Agency (DSCA)**

Under the authority and direction of the USD/P, the Director, DSCA, is responsible for establishing SATP policy and for directing and supervising the administration and implementation of the SATP within the policies established by the USD/P. Responsibilities of the Director, DSCA, include—

- a.* Maintaining DOD management information systems.
- b.* Publishing the Security Assistance Management Manual (SAMM).
- c.* Budgeting and allocating IMET funds.

## **2-5. Heads of Defense Finance and Accounting Service (DFAS)**

The DFAS is the single DOD agency responsible for billing the purchaser for Foreign Military Sales (FMS) cases. Responsibilities of DFAS include—

- a.* Receiving Letters of Offer and Acceptance (LOAs) and monetary instruments from foreign purchasers.
- b.* Maintaining FMS trust funds.
- c.* Issuing obligation authority (OA) to military departments (MILDEPs).
- d.* Receiving performance delivery reports from MILDEPs.
- e.* Reimbursing MILDEPs.
- f.* Preparing DD Forms 645 (Foreign Military Sales Billing Statement) and forwarding them to purchasers.

## **2-6. Commanders of unified commands**

Unified commanders are assigned responsibilities for SA matters within their respective areas of cognizance by DOD Directive 5132.3. These responsibilities include—

- a.* Correlating military SA plans and programs with U.S. military plans within budgetary limitations for IMET and Foreign Military Financing.
- b.* Supervising and directing the development of recommended country IMET plans and programs according to guidance in the SAMM and other instructions provided by the Joint Chiefs of Staff and the MILDEPs.
- c.* Monitoring and supervising the activities of the security assistance organizations (SAOs) and arranging for assistance and administrative support.
- d.* Initiating management recommendations or actions for the evaluation of SA programs, requests, and proposals before submitting to SECDEF.

## **2-7. Unified commands**

The term “unified command,” for the purpose of this regulation, refers to the individuals below, who are directly responsible for SA programs (including training)—

- a.* Commander in Chief, United States Central Command (USCINCCENT).
- b.* Commander in Chief, United States European Command (USCINCEUR).
- c.* Commander in Chief, United States Pacific Command (USCINCPAC).
- d.* Commander in Chief, United States Southern Command (USCINCSO).

## **2-8. Commanders of component commands**

Component commanders will participate, as appropriate, in program development and will support the approved SATP.

## **2-9. Chief of security assistance organizations (SAOs)**

Responsibilities for Chiefs of SAOs with respect to the Defense English Language Program (DELP) are described in chapter 3. Chiefs of SAOs are under military command of the unified commander. They are under the direction and supervision of the Chief of the U.S. Diplomatic Mission, who is responsible for coordinating the full range of USG

objectives and activities in the country. Direct communication is authorized between the SAO and the MILDEPs on technical, administrative, and other matters concerning implementation of SA approved program. Chiefs of SAOs—

- a.* Assist foreign countries in—
  - (1) Planning and programming SATP requirements.
  - (2) Submitting requirements to appropriate agencies.
  - (3) Administering approved programs in-country.
- b.* Make recommendations concerning SATP.
- c.* Develop SATP and submit appropriate program data.
- d.* Observe and report on the use of IMSs trained under the IMETP.
- e.* Provide appropriate services concerning training and technical assistance to recipient countries for SATP.
- f.* Assist in the selection of IMSs and ensure that IMSs meet security, medical, English language, and technical requirements for training provided under SATP.
- g.* Ensure all IMSs are briefed before their departure from the home country. (See chap 10, sec VI, for briefing guide.)
- h.* Prepare necessary administrative documents related to training as required within this regulation.
- i.* To the maximum extent possible, obtain returning IMSs' feedback concerning the training and support provided.
- j.* Provide appropriate IMS records to the initial training installation.
- k.* Release information in the IMS's training and medical record to country personnel when appropriate. However, records should be screened carefully to ensure that information of a sensitive nature is removed.
- l.* Provide administrative and operational control of deployed SAT teams.

## **2-10. Commandant, Defense Language Institute, English Language Center (DLIELC)**

The Commandant of DLIELC exercises policy, and technical control of the Defense English Language Program (DELP).

## **Section II**

### **Department of the Army**

## **2-11. Deputy Under Secretary of the Army-International Affairs (SAUS-IA)**

- a.* The SAUS-IA will—
  - (1) Coordinate the development and issuance of Army-wide SA policy and the development of Army input to SA programs in conjunction with the Army Staff.
  - (2) Exercise Army Staff policy responsibility for foreign training programs under IMET, FMS, FMF, International Narcotics and Law Enforcement Affairs (INL), and Non-Proliferation, Antiterrorism, Demining, and Related Matters (NADR).
- b.* The Assistant Deputy Under Secretary of the Army-International Affairs (Security Cooperation) (SAUS-IA-DSZ) is the principal Army Staff representative and is the focal point within the Army Staff for SA and SATP. The SAUS-IA-DSZ will—
  - (1) Work with the Office of the Chief of Staff, Army (OCSA), Office, Secretary of Defense (OSD), and other agencies dealing with SA.
  - (2) Coordinate Army SA policy.
  - (3) Provide guidance to the Army executive agent and other agencies for SA when required.
  - (4) Monitor timely implementation of approved training programs.
  - (5) Review pricing guidance and MACOM-developed course costs with the Assistant Secretary of the Army for Financial Management and Comptroller and assess the impact on Army foreign training programs.
  - (6) Allocate foreign training spaces to the U.S. Army Command and General Staff College (USACGSC) course.
  - (7) Coordinate and recommend to the Chief of Staff, U.S. Army (CSA), foreign attendees to the U.S. Army War College International Fellows Program (USAWCIFP).
  - (8) Coordinate and recommend to the CSA foreign attendees to the Sergeants Major Academy (SMA).
  - (9) Resolve foreign training problems between two or more major Army commands (MACOMs), and U.S. Army

Security Assistance Training Management Organization (USASATMO), MACOMs and foreign government, Security Assistance Training Field Activity (SATFA), and foreign government representatives.

(10) Establish and publish DA policies and procedures in keeping with DOD directives governing all aspects of the U.S. Army SATP.

(11) Act as point of contact on all SATP procedural matters.

(12) Act as point of contact for procedural training matters with foreign attaches or embassies in the Washington, DC, area.

(13) Comment on and make recommendations to the U.S. Army position on foreign training programs that affect U.S. Army resources.

(14) Provide DA representation as the lead at Training Program Management Reviews and other conferences.

## **2-12. Deputy Chief of Staff for Operations and Plans (DCSOPS)**

The DCSOPS will—

a. Program IMET and FMS continental United States (CONUS) training requirements in the Army Program for Individual Training (ARPRINT); task Army trainers to accomplish the training.

b. Serve as the Department of the Army (DA) proponent for unit exchange training.

c. Receive, review, coordinate, and process all unit exchange program proposals.

## **2-13. Deputy Chief of Staff for Personnel (DCSPER)**

The DCSPER will recommend policies to procure, distribute, manage, retain, and separate U.S. military and civilian personnel in support of SA.

## **2-14. Assistant Secretary of the Army (FM&C)**

The ASA (FM&C) will—

a. Establish financial management procedures for SA programs within the framework of requirements prescribed by higher authority.

b. Establish and issue policy, principles, and systems for financing, funding, accounting, and financial reporting for FMS and IMET.

c. Make and issue uniform policy and principles for use in setting up and maintaining uniform application of pricing and cost criteria. These criteria are for sales of defense articles, services, and training courses furnished to foreign governments and international organizations under IMET and FMS.

d. Receive IMET funds from DSCA.

## **2-15. Deputy Chief of Staff for Intelligence (DCSINT)**

The DCSINT will—

a. Approve disclosure of classified military information (CMI) and adjudicate the release of controlled unclassified information (CUI), to foreign government on the following—

(1) Sale, grant, or loan of equipment.

(2) Training of IMSs.

(3) Tours and visits.

(4) Requests for documentary data.

(5) Foreign representatives accredited to DA.

b. Determine releasability, with DCSOPS, of classified training information to foreign countries; process exceptions to the National Disclosure Policy.

c. Monitor unit exchanges and advise the Army Staff (ARSTAF) and MACOMs on security implications.

d. Oversee and monitor all intelligence-related security assistance missions.

## **2-16. Commanding General, U.S. Army Training and Doctrine Command (CG, TRADOC)**

a. The CG, TRADOC, will serve as executive agent for development and implementation of the SATP. TRADOC is responsible for the central financial management and distribution of decentralized IMET and FMS training funds for all operating agencies as required by Headquarters, Department of the Army (HQDA). The CG, TRADOC, will oversee, through the commander, Combined Army Center (CAC), the operation of the U.S. Army School of the Americas (USARSA). The CG, TRADOC, operates and administers the SATP through the Deputy Chief of Staff for Training. The Director, Security Assistance Training Directorate (SATD) is dual-hatted as Director, Security Assistance Training Field Activity (SATFA). The Director, SATFA, will—

(1) Implement, supervise, and administer the Army Security Assistance Training Program (SATP) within established

policies, directives and guidance provided by DA. Review initial IMET and FMF country program requests. Although INL, NADR, and drawdown requirements are not part of the SATP, it is addressed in the same way.

(2) Review international training requirements, determine which agencies will fulfill the requirements and identify costs of the training programs involved.

(3) Expedite training requirements for approved programs.

(4) Task lateral U.S. Army CONUS commands, and coordinate with U.S. Army overseas commands on SATP requirements.

(5) Develop training plans to support equipment purchases or transfer; ensure training is provided under the Total Package Approach by coordinating with USASAC; develop special unique training to support international customers.

(6) As SATD, provide guidance and task U.S. Army Security Assistance Training Management Organization (USASATMO) for OCONUS Security Assistance Teams (SATs). As Director, SATFA, coordinate with USASATMO to ensure total training requirements are met.

(7) Manage all SAT FMS cases to include those for OCONUS SATs, except those OCONUS SATs for Quality Assurance Teams (QATs), Calibration, Repair and Return and Non-Standard Items, which are managed by the Army Materiel Command.

(a) Prepare letter of offer and acceptance (LOA) and monitor FMS cases.

(b) Submit LOA data.

(c) Maintain FMS case designator register.

(d) Coordinate LOA with DSCA as required.

(e) Obtain DSCA countersignature before release to country. (Act as agent for U.S. Army Europe, and Seventh Army (USAREUR) and U.S. Army Pacific (USARPAC) in achieving the above.)

(f) Ensure implementation and OA before IMS deployment.

(g) Advise country when case requires amendment.

(h) Prepare amendments and modifications as required.

(i) Ensure timely submission of billings against case.

(j) Receive OA for all SATs deployed by TRADOC. OA is then issued to USASATMO, which deploys the teams and manages in-country support funds in conjunction with the team chiefs and the SAOs.

(8) Act as point of contact with all foreign attaches, SAOs, and U.S. country representatives for established SATP (except CGSC, USAWCIFP, and the SMA), to include—

(a) Program changes.

(b) IMS disposition.

(c) IMS administrative and personal problems.

(d) Serious-incident reporting.

(9) Develop and maintain management information to evaluate the magnitude, trends, and effects of SATP.

(10) Develop TRADOC course costs for inclusion in the Military Articles and Services List (MASL); consolidate other MACOM data and forward the MASL to approved customers.

(11) Act as the U.S. Army IMET appropriation manager. Prepare and submit to DSCA the Army requirement for and administer non-regional IMET funds (N6A and N7B) and those country IMET funds (N7B) designated for CONUS Orientation Tour (OT) escort officers.

(12) Serve as financial point of contact for distribution/management, billing, collection, and reimbursement of the Army SATP.

(13) Review and approve all CONUS Army MACOM Informational Program (IP) plans and budget/reimbursements.

(14) Determine releasability of country requests for training, in coordination with ODCSINT, HQDA.

(15) Develop and maintain the Army Security Assistance Training Handbook and the International Military Student Officer (IMSO) Handbook.

(16) Program necessary changes to IMET program received from Security Assistance Officers (SAOs) and submit them to DSCA in the proper automated data processing format.

(17) Support DA and represent TRADOC at all overseas and CONUS international military training conferences. Project out-year SA training requirements, reserving wholesale seats in Army courses in anticipation of demand.

(18) Plan, coordinate and fund CONUS SA orientation and school tours.

(19) Ensure that an International Military Student Officer (IMSO) is appointed on every TRADOC installation where international military students are trained. The IMSO will monitor and coordinate activities for the IMS training including implementation of the IP. IMSOs will be assigned for a minimum of 2 years, when possible, and should attend the Defense Institute of Security Assistance Management Training Officer course soon after assignment. IMSOs

should normally be field grade officers or civilian equivalents with thorough knowledge of the respective school curriculum and have experience in dealing with people from other cultures.

(20) Develop travel and living allowance (TLA) estimates for the IMETP. Provide fund cites for inclusion in the Invitational Travel Order (ITO). Perform TLA accounting for all Army-sponsored international students.

*b.* The Commander, U.S. John F. Kennedy Special Warfare Center and School (USAJFKSWCS), as delegated by Commander, TRADOC through Commander, U.S. Army Special Operations Command (USASOC), will maintain and direct the operations of USASATMO. USASATMO will —

(1) Serve as the TRADOC implementing agency for the OCONUS portion of TRADOC's security assistance mission.

(2) Task lateral CONUS commands and other U.S. Army CONUS activities to field training teams provided to allied countries or to provide training support material for teams as required.

(3) Coordinate with other military departments, DA, overseas commands, and OCONUS security assistance elements on training team matters.

(4) Maintain direct communication with and conduct liaison visits to CONUS and OCONUS U.S. Security Assistance Agencies, to include unified/component command HQs, MACOMs, MSCs within AMC, civil government agencies, non-government civilian activities, and other TRADOC headquarters or elements.

(5) Develop, plan for, and deploy security assistance teams (SATs).

(6) Coordinate requirements for OCONUS teams among security assistance elements. USASATMO manages financial transactions associated with team deployments.

(7) Coordinate responses to requests received from SAOs or Defense Attaché Offices (DAOs) for training literature, programs of instruction, lesson plans, and other training materials.

(8) Provide representation at CONUS and OCONUS allied military training conferences.

(9) Maintain central training records and status of requests and monitor training completed in relation to forecasts.

## **2-17. Commanding General, U.S. Army Materiel Command (CG, AMC)**

The CG, AMC, will—

*a.* Serve as the DA executive agent for the operation of approved materiel Foreign Military Sales/Foreign Military Financing Program (FMS/FMFP) cases. SA executive agent responsibilities are discharged primarily through USASAC. AMC responsibilities are in AR 12-1.

*b.* Develop AMC course costs and advise SATFA for inclusion in the MASL.

*c.* Coordinate the releasability of materiel, publications, training aids, and training devices.

## **2-18. The Surgeon General (TSG)**

The Surgeon General will—

*a.* Receive and process all AMEDD training requirements.

*b.* Represent TSG at all Training Program Management Reviews (TPMRs); review all foreign country medical training requirements for CONUS commands (to include Alaska and Hawaii) AMEDD activities; determine the AMEDD capability and which AMEDD activity will fulfill the requirement; ensure compliance with DA policies and directives.

*c.* Develop and refine AMEDD training program, allocate AMEDD quotas, develop individual medical observer training (OBT) and on-the-job training (OJT) programs, and approve English comprehension level (ECL) waivers for AMEDD training.

*d.* Act as point of contact between SATFA and AMEDD activities for all AMEDD training matters to include—

(1) Program changes.

(2) IMS disposition.

(3) IMS administrative and personal problems that will affect student status.

(4) Serious incident reporting.

## **2-19. Heads of other MACOMs and Army Staff agencies**

Based on guidance furnished by HQDA, heads of other MACOMs and Army Staff agencies, within their respective functional areas, will—

- a.* Support and supervise the administration and training of IMSs, including—
  - (1) Upon formal tasking provide training, including OBT, and OJT as required to support the SATP.
  - (2) Administer SATP funds and submit financial and training reports according to governing regulations and standing operating procedures.
  - (3) Monitor the progress of training and the welfare of IMS to include administration of the Information Program (IP).
  - (4) Conduct training in cultural awareness of personnel responsible for administration and training of IMS.
  - (5) Participate as required in orientation tours at Army service schools and installations under their jurisdiction.
- b.* Develop course costs, as proper, and advise SATFA for inclusion in the MASL.
- c.* Review, process, and forward proposed unit exchange programs annually to HQDA (DAMO-TRF), 450 Army Pentagon, WASH DC 20130-0450, for Chief of Staff Approval.

## **2-20. Commandant, U.S. Army School of the Americas (USARSA)**

The Commandant, USARSA, operates a dedicated U.S. Army service school with the following missions:

- a.* To develop and conduct military education and training of U.S. Army doctrine for IMSs, in Spanish.
- b.* To foster greater cooperation among the American armies.
- c.* To increase the knowledge and understanding of IMSs, guest instructors, and dependents about North American customs and traditions.
- d.* To manage the guest instructor program.
- e.* To propose, develop, and publish publications, films, and tapes of U.S. Army doctrine in Spanish.

## **2-21. Oversea Army commanders**

Oversea Army commanders will conduct IMS training programs in accordance with policies and regulations prescribed by their unified commander, using this regulation as a guide.

## **2-22. Port of embarkation and debarkation**

The Chief of the Foreign Liaison Office or Protocol Bureau is responsible for the processing and transportation of all IMSs arriving and departing CONUS through New York terminals, regardless of the country or Service concerned.

## **Section III**

### **Department of the Navy**

## **2-23. Secretary of the Navy (SECNAV)**

The SECNAV is responsible for the overall policy direction, coordination, planning, programming, and supervision of security assistance matters for the United States Navy, and the United States Marine Corps.

## **2-24. Assistant Secretary of the Navy Research, Development and Acquisition (ASN(RD&A))**

The responsibilities of the ASN(RD&A) include the development of policy and provision of management oversight for the DON international research, development, and acquisition (RD&A) efforts.

## **2-25. Deputy Assistant Secretary of the Navy for International Policy (DASN/IP)**

The DASN/IP formulates and manages international policy for the ASN(RD&A).

## **2-26. Director, Navy International Programs Office (Navy IPO)**

The Director, Navy IPO, has overall responsibility for development of policy, implementation, and management

oversite of the Security Assistance Training Program. In addition, Navy IPO implements and manages approved DON SATP and is the focal point for DON SATP matters with foreign countries. The Director, Navy IPO, will—

- a.* Establish policies governing DON training furnished under SA to international students.
- b.* Implement and direct execution of approved programs according to policies, instructions, and procedures established by or on behalf of Defense Security Cooperation Agency (DSCA).
- c.* Monitor execution of DON SATP.
- d.* Coordinate with Commandant, U.S. Coast Guard (USCG) International Affairs (G-CI), and other Government agencies on matters relating to DON SA training.
- e.* Negotiate LOAs with foreign governments and monitor FMS training cases. Coordinate all LOAs to ensure adherence to congressional, DOD, and DON policies.
- f.* Establish policies relating to financial management of DON SATP. Coordinate with OSD on financial issues relating to DON SATP.
- g.* Establish English language proficiency levels required for Naval Command College and Naval Staff College, Naval Postgraduate School, and Naval Systems Commands (SYSCOMS). Approve ECL and rank waivers for Naval Command College and Naval Staff College, Naval Postgraduate School and SYSCOMS.
- h.* Authorize disclosure and releasability for SA training in classified DON courses.
- i.* Establish policy for, implement, and supervise execution of the DON portion of the DOD informational program (IP) and extraordinary expense account (N6) and supervise execution. Review and approve command IP for Naval Command College and Naval Staff College, Naval Postgraduate School, and SYSCOMS.
- j.* Prepare SECNAV instructions pertaining to SA matters.
- k.* Coordinate the DON portion of Security Assistance Training Program Management Reviews and Seminars.
- l.* Coordinate, as appropriate, with USCG G-CI on SATP matters relating to Coast Guard.
- m.* Develop procedures for uniform application of DON IP and extraordinary expense account (N6) policies as they related to the SATP.
- n.* Manage the DON Professional Military Education and Exchange Program, and staff the exchange agreements with U.S. Navy education and training chain of command and foreign embassies.
- o.* Coordinate, as appropriate, SA sponsored distinguished visitor orientation tours (DV/OT) within CONUS for foreign CNO or higher level visits involving DOD (OSD/DSCA) SECNAV, CNO and U.S. Navy commands and activities.

## **2–27. Chief of Naval Operations (CNO)**

The CNO will—

- a.* Manage and allocate international quotas to Naval Command College and Naval Staff College, and issue invitations to countries selected for attendance.
- b.* Execute the professional military education (PME) and unit training and related support exchange programs for the U.S. Navy.
- c.* Ensure that U.S. Navy major claimants execute the Navy portion of DON SATP in accordance with appropriate SECNAV policies and procedures.
- d.* Ensure foreign training requirements are included in development of the U.S. Navy Training Input Plan. This includes the requirements from other services for SA training.
- e.* Coordinate medical and dental training portion of U.S. Navy SATP.
- f.* Ensure that SA training is considered and identified as appropriate in the development of Navy Training Plans for Weapons systems and equipment.
- g.* Coordinate ship transfer, overhaul, and refresher training portion of U.S. Navy SATP.

## **2–28. Commandant of the Marine Corps (CMC)**

The CMC will implement the Marine Corps portion of the DON SATP. The Commandant's focal point for all security assistance is the Deputy Chief of Staff for Plans, Policies and Operations (DC/S PP&O). This responsibility is executed by the Security and Law Enforcement Branch of the Operations Division. The branch also provides representation to the Technology Transfer and Security Assistance Review Board (TTSARB) as directed. The Commandant's responsibility for the management and implementation of the Marine Corps portion of the DON SATP is executed by the Commanding General, Marine Corps Combat Development Command (CG, MCCDC). This is accomplished through the Director, Coalition and Special Warfare (CSW) Division. In the execution of this responsibility, Director, CSW will—

- a.* Serve as the focal point for all U.S. Marine Corps (USMC) SATP matters, coordinate with DOD, Navy IPO,



other services, other Government agencies, and other Marine Corps Command activities, and staff agencies relating to USMC SATP.

*b.* Manage and allocate international quotas to all Marine Corps schools and, on behalf of the Commandant, issue invitations to countries selected for attendance at Command and Staff College.

*c.* Coordinate the establishment of professional military education (PME) and unit exchange programs for the USMC.

*d.* Establish procedures for execution of USMC SATP.

*e.* Execute the USMC SATP in accordance with appropriate policies and procedures.

*f.* Review requested USMC SA training to determine the appropriateness of the request and availability of training.

*g.* Conduct the USMC portion of Security Assistance Training Program Management Review (SATPMR) conducted by unified commands. Participate in other conferences or workshops where SA training issues are involved.

*h.* Develop price and availability data, establish pricing factors, assist in the development of course costs, and coordinate reimbursable billings for all USMC SA training.

*i.* Coordinate with Navy IPO and Naval Education and Training Security Assistance Field Activity (NETSAFA) on LOAs relating to Marine Corps SA training.

*j.* Review request for, coordinate staffing and approval of, and execute deployment of USMC MTTs, TAFTs and other SATTs; certify all USMC SATTs are ready for deployment.

*k.* Establish English language proficiency levels required for all categories of USMC SA training.

*l.* Provide USMC portion of the MASL.

*m.* Establish policy for, implement, and supervise execution of the Marine Corps Informational Program (IP); review and approve command IP plans and budgets; approve waivers for USMC IP.

*n.* Coordinate, as appropriate, SA sponsored orientation tours within CONUS involving USMC commands and activities.

*o.* Determine annual and outyear international requirements for USMC training, including requirements for USMC training requested in other services SATPs; ensure international training requirements are included in development of Marine Corps Training Input Plan (TIP); and accomplish required programming actions in the DON Student Training Analysis and Tracking Information System (STATIS).

*p.* Coordinate disclosure and releasability of USMC training and training material in response to foreign requests.

*q.* Ensure that USMC commands and training activities appoint an International Military Student Officer (IMSO); coordinate training at the Defense Institute of Security Assistance Management (DISAM) of USMC IMSO's and other USMC personnel involved in SA (all USMC requests for DISAM quotas will be coordinated by Director, CSW).

*r.* Approve ECL and rank waivers for USMC SA training.

*s.* Conduct the USMC portion of the DON SATP IMSO Workshop.

*t.* Ensure all Marine Corps commands and training activities provide IMS status reports, academic evaluations, and other required reports for all SA training conducted.

## **2-29. Commandant U.S. Coast Guard International Affairs (G-CI)**

The Coast Guard, even though not part of the Department of Defense or the Department of the Navy is one of the five Armed Forces as reflected in the Foreign Assistance Act and the Arms Export Control Act. As such, the Coast Guard plays an important role in the SATP and holds a unique place in the Department of the Navy (DON) SATP. The

international Affairs (G-CI) Staff is responsible for the management and direction of overall USCG participation in the SATP as well as international training and technical assistance activities. SATP responsibilities include—

- a.* Formulation of policy and establishment of procedures for executing the USCG SATP.
- b.* Interface between the training and technical assistance requirements of foreign nations with the capabilities of USCG activities.
- c.* Coordination and liaison with the military services and other DOD agencies, SA organizations, international organizations, and all components of the USCG.
- d.* Review requests for USCG training to determine the appropriateness of the request and make recommendations as required.
- e.* Program and manage USCG training within the DON Integrated Standardized Training List (ISTL).
- f.* Management, planning, scheduling, and allocation of training quotas.
- g.* Coordination of LOA's relating to USCG training.
- h.* Establishment of ECL's required for all USCG training, and approve ECL waivers for USCG training.
- i.* Development of price and availability data, course costing, and coordination of reimbursable billings.
- j.* Review, approve, and coordinate USCG security assistance teams and surveys.
- k.* Provide USCG portion of the MASL in the DON Programming Guide.
- l.* Develop, maintain, and promulgate the USCG International Training Handbook.
- m.* Conduct the USCG portion of TPMRS and participate in other conferences or workshops related to SA training issues.
- n.* Conduct and coordinate with other services, SA sponsored orientation tours involving USCG commands and activities.
- o.* Coordination of IMSO assignments and provide IMSO and IMS administrative policy and guidance.
- p.* Conduct an Informational Program.
- q.* Administration of SA funds and submission of financial documents as appropriate.
- r.* Coordination of USCG personnel assigned to SAO staffs.

## **2-30. Assistant SECNAV Financial Management and Comptroller will—**

- a.* Establish financial management procedures for DON SA programs within the framework of requirements prescribed by higher authority.
- b.* Establish and promulgate principles and systems for financing, funding, accounting, and financial reporting for FMS and Foreign Military Financing (FMF) (to include IMET).
- c.* Make and issue uniform procedures for setting up and maintaining uniform application of pricing and cost criteria for sales of defense articles and services including training courses provided under FMF and FMS.
- d.* Receive DON FMS and MAP administrative funds from DSCA and allocate to the appropriate users.

## **2-31. Commanders of Naval or Marine Corps Systems Commands (SYSCOMS)**

Commanders of the SYSCOMS will—

- a.* Carry out OJT, contractor training, factory training, and nonstandard training provided by the SYSCOMS and any formal courses provided at Naval Sea Systems Command, Naval Air Systems Command, Naval Supply Systems Command, and Space and Naval Warfare Systems Command activities.
- b.* Direct the project management effort for the integration of training and material in major weapons systems transfers and, in concert with the Naval Education and Training Security Assistance Field Activity (NETSAFA), (for Navy weapons systems) or CG MCCDC (Director, CSW) (for Marine Corps weapons systems) integrate initial and life cycle training requirements to support the total package approach in material transfers.
- c.* Ensure that subordinate activities appoint an International Military Student Officer (IMSO). The IMSO will monitor and coordinate activities for the IMS's training including implementation of the IP. IMSOs will be assigned for a minimum of 2 years, when possible, and will receive the necessary training to perform this important function. Training of U.S. Navy IMSOs will be coordinated with NETSAFA, training of USMC IMSOs will be coordinated by Director, CSW.
- d.* Ensure that subordinate activities provide foreign trainee status reports for all SATP training conducted.

## **2-32. Fleet Commanders in Chief (FLTCINC)**

The Commander in Chief, U.S. Atlantic Fleet (CINCLANTFLT), and Commanders in Chief, U.S. Pacific Fleet (CINCPACFLT), will—

- a.* Carry out the fleet SA program provided in connection with assigned units, ships, and aircraft.
- b.* Carry out fleet training for IMSs.
- c.* Provide MTTs and ETSSs as required when tasked by competent authority.
- d.* Ensure that subordinate commands appoint an IMSO. The IMSO will monitor and coordinate activities for the IMSs training, including implementation of the IP. IMSOs will be assigned for a minimum of 2 years, when possible,

and will receive the necessary training to perform this important function. Training of command IMSOs will be coordinated with NETSAFA.

*e.* Ensure that subordinate commands provide foreign trainee status reports for all SATP training conducted. (Report symbol OPNAV 4950-13 applies.)

## **2-33. Chief of Naval Education and Training (CNET)**

The CNET will—

- a.* Serve as a U.S. Navy systems command for SA training.
- b.* Conduct formal schools training for IMSs in Naval Education and Training Command schools.
- c.* Provide MTTs and ETSSs as required when tasked by competent authority.
- d.* Ensure that CNET commands appoint an IMSO. The IMSO will monitor and coordinate activities for the IMS's training, including implementation of the IP. IMSOs will be assigned for a minimum of 2 years, when possible.
- e.* Execute, operate, and administer designated portions of SATP through the Commanding Officer, Naval Education and Training Security Assistance Field Activity (NETSAFA).

## **2-34. Commanding Officer, Naval Education and Training Security Assistance Field Activity (NETSAFA)**

The Commanding Officer, NETSAFA, will—

- a.* Function as CNET executive agent for execution of the U.S. Navy SATP according to appropriate SECNAV policies.
- b.* Function as case administering office (CAO) and Case Manager for all DON FMS training cases unless otherwise directed by Navy IPO.
- c.* Function as fund administrator for the DON IMET program.
- d.* Function as the administrative and ADP support activity for the execution of DON SATP. Coordinate provision of this support with Navy IPO, CG MCCDC, COGARD(G-CI), appropriate U.S. Navy major claimants, and MILDEP SATP organizations. Coordinate the release of data contained in the STATIS. Requests for STATIS information from sources external to the DON SATP will be forwarded to NETSATFA (Code N-2) for action.
- e.* Establish procedures for the execution of U.S. Navy SATP.
- f.* Prepare and submit data required by Navy IPO for preparation of LOAs for all DON sponsored SA training.
- g.* Develop training plans for the support of U.S. Navy equipment sales in concert with Navy IPO and the appropriate SYSCOM and warfare sponsor. Ensure that training plans are coordinated for disclosure prior to making commitments or programming training. Ensure that training is time-phased with equipment delivery schedules for a total package approach.
- h.* Review requested U.S. Navy SA training to determine the appropriateness of the request and availability of training. Determine annual and outyear IMS education and training requirements and coordinate with CNO (N7) and

warfare sponsors for quotas in U.S. Navy Training Operations Plans and/or schools. Act as the quota allocation authority for all USN IMS quotas.

*i.* Perform the financial management functions necessary to the administration of FMS training cases and necessary to the financial integrity of case closure.

*j.* Formulate course-costing procedures according to Assistant Secretary of the Navy (Financial Management and Comptroller) guidance.

*k.* Develop, maintain, and promulgate the DON SA Training Programming Guide and other procedural manuals in coordination with Navy IPO, CG MCCDC, COGARD (G-CI), and appropriate Navy commands.

*l.* Participate in conferences or workshops sponsored by DON, other military Services, or unified commands where training issues are involved.

*m.* Review, coordinate and implement the deployment of U.S. Navy MTTs, METs, ETSSs, and training surveys.

*n.* Coordinate the establishment of English language proficiency levels required for all categories of U.S. Navy SA training.

*o.* Develop procedures for and administer the Naval Education and Training Command IP and extraordinary expenses (N6) as they pertain to the SATP. Review and approve Naval Education and Training Command IP plans.

*p.* Conduct liaison with CNET units and their designated IMSOs, as well as elements and IMSOs of other U.S. Navy activities, to provide guidance to and respond to queries regarding SATP.

*q.* Coordinate with Navy IPO disclosure and releasability of U.S. Navy training and training materials prior to responding to foreign requests.

*r.* Coordinate foreign training spaces in the Naval Command College and Naval Staff College with CNO. Provide quota management of IMSs at the Naval Postgraduate School and Defense Resource Management Education Center.

*s.* Approve ECL rank waivers for U.S. Navy SA training, coordinating with Navy IPO as necessary.

*t.* Review initial IMET and FMS foreign country training requests and program changes for U.S. Navy SA training. Consolidate all DON programming inputs for submission to DSCA.

*u.* Host and conduct the DON SATP IMSO workshop for Navy IPO. Staff and coordinate the IMSO workshop agenda, schedule, format, etc., with Navy IPO, CG MCCDC, COGARD (G-CI), and appropriate U.S. Navy major claimants.

*v.* Provide centralized ticketing services for all DON IMET IMSs.

*w.* Ensure that Naval Education and Training Command activities provide foreign trainee status reports, academic evaluations, and other required reports for all SA training are conducted.

*x.* Coordinate IMSO and security assistance management training for the U.S. Navy. Provide annual DON quota requirement data to Navy IPO and DISAM.

*y.* Coordinate SA-sponsored and funded orientation visits to and within CONUS for which the U.S. Navy is executive agent, not including foreign CNO or higher level visits.

*z.* Develop, coordinate, submit, and distribute the DON portion of the DOD Training MASL according to the SAMM.

## **2–35. Commanding Officer, U.S. Naval Small Craft Instruction and Technical Training School (NAVSCIATTS)**

Commanding Officer, NAVSCIATTS operates a dedicated U.S. Navy Service School, and will—

*a.* Foster increased levels of professionalism and readiness in all Navy and Coast Guard Forces of Latin American and Caribbean Island nations through formal courses and Mobile Training Teams in both Spanish and/or English.

*b.* Conduct training and curricula development surveys.

*c.* Maintain liaison with Latin and Caribbean Security Assistance Office staffs on host national training needs.

*d.* Administer a guest instructor program.

*e.* Provide required translation services, within existing capabilities, for all materials used in training.

*f.* Develop and conduct new courses and modify existing courses in response to user country needs. All such requests will be forwarded for approval to NETSAFA via Commander, Training Command, U.S. Atlantic Fleet (COMTRALANT).

*g.* Appoint an IMSO to monitor and coordinate activities for IMS training, including implementation of the IP.

## **Section IV**

### **Department of the Air Force**

## **2–36. Deputy Under Secretary of the Air Force, International Affairs (SAF/IA)**

SAF/IA is responsible for the policy direction, integration, guidance, management, and supervision of international

programs and activities affiliated with the Department of the Air Force. Responsibilities for international training programs include the following—

- a.* Develop, coordinate, and issue AF-wide SA training policy and procedures. Act as point of contact on all SATP policy and procedural matters (SAF/IAXM).
- b.* Direct implementation of approved programs in accordance with policies, instructions, and procedures established by or on behalf of DSCA. Act as the principal Air Staff representative and focal point within the Air Staff for the SATP (SAF/IAXM).
- c.* Monitor the execution of approved training programs. (SAF/IAXM).
- d.* Comment on and make recommendations to the USAF position on international training programs that affect U.S. Air Force (USAF) resources (SAF/IAXM).
- e.* Prepare a Memorandum of Understanding/Memorandum of Agreement (MOU/MOA) required for Systems Sales (SAF/IA regional divisions).
- f.* Act as Executive Agent and Services Program Manager for the Defense Language Institute English Language Center (DLIELC) (SAF/IAXM).
- g.* Act as Air Staff focal point for policy matters involving the Inter-American Air Forces Academy (IAAFA) (SAF/IAXM).
- h.* Provide HQ USAF representation at Security Assistance Training conferences and meetings (SAF/IAXM).
- i.* Provide Air Force policy and procedures for the DOD Informational Program (SAF/IAXM).
- j.* Correlate costing information and guidance with SAF/FMBIS relating to IMET and FMS SA training (SAF/IAXM).
- k.* Serve as the AF focal point for PME and unit exchange training (SAF/IAXM).
- l.* Process self-invited visit requests and approve visits to USAF installations proposed under Orientation Training Tours (SAF/IADV).
- m.* Advise SAF/IA and MAJCOMs on technology transfer and information disclosure implications inherent in proposed SATPs (SAF/IADV).
- n.* Determine the releasability of training and training materials provided to foreign personnel under SATPs (SAF/IADV).

## **2–37. Director of Budget Investment (SAF/FMBIS)**

The SAF/FMBIS will—

- a.* Establish policies and procedures relating to financial management of the USAF SATP.
- b.* Establish training tuition rates for SA training requirements.
- c.* Coordinate with OSD on financial issues relating to AF SATP.
- d.* Establish and direct implementation of financial policies and procedures used by the USAF to manage and control SATP.
- e.* Coordinate all training LOAs for PCS teams, for joint and dedicated training programs, and all LOAs on which the FMS Administrative Surcharge is waived to ensure adherence to congressional, DOD, and AF policies.
- f.* Evaluate the DOD Informational Program costs to determine the amount to be included in Air Force tuition rates for creation of an Informational Program fund.
- g.* Establish reporting systems to ensure that all appropriate training costs are identified and billed.

## **2–38. Director of Personnel Programs (HQ USAF/DPP)**

HQ USAF/DPP establishes Air Force policy for Professional Military Education (PME) programs and technical training and acts as the focal point for submission of approved requests into the planning, programming, and budgeting systems (PPBS). HQ USAF/DPPE is the office of primary responsibility for PME and technical training matters.

## **2–39. Heads of other Air Staff organizations.**

Heads of these organizations will serve as functional proponents for unit exchanges and other security assistance programs within their respective functional areas.

## **2-40. Commanders of major commands (MAJCOMs)**

- a.* All Commanders of MAJCOMs will—
  - (1) Provide training as required to support the SATP.
  - (2) Ensure that current SA training capabilities are accurately reflected in applicable programming documents.
  - (3) Assist AFSAT in developing and reviewing training programs.
  - (4) Implement approved and funded IMET and FMS programs as requested by HQ SAF/IA or the Air Force Security Assistance Training Squadron.
  - (5) Submit financial and training reports.
  - (6) Monitor the progress of training and the welfare of IMSs.
  - (7) Ensure compliance with chapter 11 (Informational Program) (IP)) and support actions necessary to ensure effectiveness of the IP at pertinent installations within the command.
  - (8) Process, implement, and report on unit exchange programs once approval is received from SAF/IA.
- b.* The following commands have these additional responsibilities:
  - (1) The Commander of the Air Force Security Assistance Training (AFSAT) Squadron, the central management agency for USAF-sponsored SA training, will—
    - (a) Serve as training consultant to SAF/IA.
    - (b) Prepare P&A, LOA data, and FMS planning directives (2061s). Prepare and negotiate LOA's ("T" cases) for training.
    - (c) Furnish planning, programming, funding, and implementation guidance to SA agencies worldwide based on established DOD and HQ USAF policies, including guidance to International Military Student Officers (IMSOs) in CONUS.
    - (d) Provide the necessary administrative support for country liaison officers (CLOs).
    - (e) Determine the suitability and staff availability of training with the appropriate MAJCOM and develop training schedules as requested by SAF/IA.
    - (f) Implement and manage approved and funded SATP.
    - (g) Negotiate contracts for SA-sponsored formal and on-the-job training to be conducted in CONUS or overseas.
    - (h) Maintain and update the AF training MASL.
    - (i) Manage and administer the DOD Informational Program (IP) for AF based on established DOD and HQ USAF policies; provide guidance to all participating agencies and approve funding of routine IP and extraordinary expenses; budget for and host an International Military Student Officer Workshop.
    - (j) Provide quarterly and annual update and input to programmed flying training and programmed technical training documentation for SATP requirements.
    - (k) Provide administrative assistance pertaining to IMS transportation.
    - (l) Administer and account for SATP funds allocated for the training, administration, and support of IMSs and for MTTs, ETSS, language training detachments (LTDs), and technical assistance field teams (TAFTs) provided from Air Force resources.
    - (m) Maintain data on IMET and FMS training programs implemented in CONUS or overseas, security assistance training teams and TAFTs.
    - (n) Implement and react to N90 (ELT books/maps/pubs) requirements approved and funded under IMET.
  - (2) The Commander of the Air Force Materiel Command (AFMC) will—
    - (a) Establish charges for Depot Maintenance Industrial Funding (DMIF) training.
    - (b) Procure N90 items approved and funded under IMET that are not available from DLIELC resources.

## **2-41. Port of embarkation and debarkation**

Heads of installation traffic management offices are responsible for all IMSs arriving or departing through Charleston AFB, SC; McGuire AFB, NJ, and Travis AFB, CA.

## **Chapter 3 English Language Training**

### **Section I General**

#### **3-1. Requirements**

- a.* Training in all U.S. military schools and installations is conducted in English, except the U.S. Army School of the Americas (USARSA), at Fort Benning, GA, the Helicopter School Battalion and Fort Rucker, AL, and Fort Eustis, VA, the Inter-American Air Force Academy (IAAFA) at Lackland Air Force Base, TX, and the U.S. Naval Small Craft